

*Survivor led
For the people
By the people*



Health and Safety Policy

All employers have a legal duty to ensure good standards of health and safety for their employees, volunteers, management committee members and the service user, and Recovery Code X is no different.

The legislation that covers Health and Safety are as follows:

The Health and Safety At Work etc Act 1974.

The Management of Health and Safety at Work Regulations 1999.

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

Recovery Code X takes health and safety responsibilities very seriously. Depending on where the work is carried out, whether is it on site or at another premises – the responsibilities are still the same.

All employees, contractors and volunteers should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to the appropriate person (as detailed below)

Workers have a duty to take care of their own health and safety and that of others. This can include knowing what the fire evacuation procedures are when at another premises, knowing when and how to report any health and safety breach and actions to carry out in an event of an accident.

An accident book is provided and a full report should be noted of any incident.

We seek to keep our service-users safe by:

- Appointing a safety coordinator for online and face-to-face sessions.
- Conducting health and safety risk assessments for all new venues prior to new project launches.
- Providing clear and specific directions to staff and volunteers on how to behave through our in-house training programme.

- Encouraging service-users accessing our programmes and projects to use the internet and mobile phones in a way that keeps them safe and shows respect for the safety and privacy for others.
- Our Group Agreement (a code of conduct) is explained at the start of each online and face-to-face session and implementation monitored by the safety co-ordinator.
- Clear procedures allowing staff and volunteers to respond appropriately to any incident of inappropriate online or face-to-face behaviour by service-users.
- Providing clinical supervision for group facilitators.
- Providing training for staff and volunteers about online and face-to-face group safety
 - Examining and risk assessing any social media platforms and new technologies before they are used within the organisation.

The person responsible for Health & Safety for Recovery Code X is Amit Shenmar.

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